

## Darwin Plus: Overseas Territories Environment and Climate Fund Project Application Form

Submit by Monday 23 September 2013

Please read the Guidance Notes before completing this form

Information to be extracted to the database and made public is highlighted in blue

### Basic Data

<b>1. Project Title</b> (max 10 words)	<b>Securing St Helena's rare Cloud Forest trees and associated invertebrates</b>
<b>2. UK OT(s) involved</b>	Saint Helena Island
<b>3. Start Date:</b>	April 2014
<b>4. End Date:</b>	March 2016
<b>5. Duration of project (no longer than 24 months)</b>	24 months

Summary of Costs	2014/15	2015/16	Total
<b>6. Budget requested from Darwin</b>	£54,590	£43,790	£98,380
<b>7. Total value of Co-funding</b>	£33,601	£31,649	£65,250
<b>8. Total Project Budget (all funders)</b>	£88,191	£75,439	£163,630
<b>9. Names of Co-funders</b>	Buglife; Royal Society for the Protection of Birds; Royal Botanic Gardens, Kew; Environmental & Natural Resources Directorate, Environmental Management Division		

<b>10. Lead applicant organisation (responsible for delivering outputs, reporting and managing funds)</b>	Environmental Management Division of the Environment and Natural Resources Directorate
<b>11. Project Leader name</b>	Lourens Malan
<b>12. Email address</b>	
<b>13. Postal address</b>	Scotland, St Pauls, St Helena Island, STH 1ZZ, South Atlantic Ocean
<b>14. Contact details: Phone/Fax/Skype</b>	

<b>15. Type of organisation of Lead applicant. Place an x in the relevant box.</b>									
OT GOVT	x	UK GOVT	UK NGO	Local NGO	International NGO	Commercial Company	Other (e.g. Academic)		

16. Principals in project. Please identify and provide a one page CV for each of these named individuals. You may copy and paste this table if you need to provide details of more personnel or more than one main, or other, project partner.

Details	Project Leader	Project Partner 1	
Surname	Malan	Kindemba	
Forename(s)	Lourens	Vicky	
Post held	Terrestrial Conservation Officer	Conservation Delivery Manager	
Institution (if different to above)		Buglife	
Department			
Telephone/Skype			
Email			

17. Has your organisation been awarded a Darwin Initiative award before (for the purposes of this question, being a partner does not count)? If so, please provide details of the most recent awards (up to 6 examples).

No

18. If your answer to Q17 was No, provide details of 3 contracts previously held by your institution that demonstrate your credibility as an implementing organisation. These contacts should have been held in the last 5 years and be of a similar size to the grant requested in this application. (If your answer to Q17 was Yes, you may delete these boxes, but please leave Q18)

**Please note: EMD has only been in operation since 1<sup>st</sup> April 2012, we have not therefore had the opportunity to build up a portfolio of successful contracts and projects; however as separate entities the Sections that now make up EMD have had a long history of successfully designing, managing and implementing externally funded projects, many funded by the former OTEP, we have therefore included a few of these below.**

Contract 1 Title	Solid Waste Management Project – Operational Management Support Link
Contract Value	£96,580
Contract Duration	16 <sup>th</sup> April 2012 to 31 <sup>st</sup> March 2014
Role of institution in project	Manage the Link
Brief summary of the aims, objectives and outcomes of the contract.	<p>St Helena's Solid Waste Management Project includes procurement of specialist vehicles and plant, landfill bird proof netting and the redevelopment of the island's Landfill Site.</p> <p>Primarily, the project delivery, standard and reduction of bird strike risk, is tied to the certification of the island's first airport.</p> <p>The redevelopment project includes many technical aspects including a waste reception building, the excavation of waste cells, the installation of specialist bird netting to cover waste cells, a civic amenity re-cycling facility, methods of preventing groundwater contamination, means for</p>

	<p>monitoring landfill gas, surface water drainage systems, and improvements to the internal roads to ensure all weather access.</p> <p>SLR – the Operational Management Support Link provided technical support, design, contract cost assurance and ad hoc advice in relation to the Solid Waste Management Project including providing tender documents and bill of quantities, site drawings and draft contract.</p>
Client reference contact details (Name, e-mail, address, phone number).	<p>Former Head of EMD, Tara Pelembe</p> <p>Tel:</p> <p>Contact person now Isabel Peters, Acting Head Email:</p>

Contract 2 Title	Supporting Critical Species Recovery and Horticultural Needs on St Helena
Contract Value	£87, 288
Contract Duration	May 2008 – April 2010
Role of institution in project	Managed and delivered on project
Brief summary of the aims, objectives and outcomes of the contract.	The aim of the project was to reduce the threats to St Helena’s critically endangered plant species and habitats enabling ANRD to effectively implement species recovery action plans. The outcomes of the project included a capacity audit, staff training and development, establishment of a seed collection programme with upgraded seed banking facilities and protocols for species propagation.
Client reference contact details (Name, e-mail, address, phone number)	<p>Darren Duncan,</p> <p>Director of Agriculture and Natural Resources</p> <p>Department Tel:</p> <p>Email:</p>

Contract 3 Title	Restoration of a Functioning Bastard Gumwood population on St Helena
Contract Value	£52,950
Contract Duration	April 2011 – March 2014
Role of institution in project	Manage and deliver on project
Brief summary of the aims, objectives and outcomes of the contract.	The project aims to restore a self sustaining bastard gumwood (a unique endemic) population on St Helena, through restoration and management of two key sites.
Client reference contact details (Name, e-mail, address, phone number).	<p>Darren Duncan,</p> <p>Director of Agriculture and Natural Resources</p> <p>Department Tel:</p> <p>Email:</p>

## Project Details

**19. Project Outcome Statement:** Describe what the project aims to achieve and what will change as a result. (50 words max)

Secure the existence of four endangered/critical endangered keystone endemic tree species and their associated invertebrate fauna of the Peaks National Park.

Achieved by establishing seed-orchards using clones from the remaining trees. Critical data will be collected to enable informed management of these trees and their associated fauna & flora.

**20. Background:** (What is the current situation and the problem that the project will address? How will it address this problem? What key OT Government priorities and themes will it address? (200 words max)

The four 'keystone' species within the moist forest ecosystem; Critically Endangered He-Cabbage, False Gumwood, Endangered Dogwood and Whitewood are declining. Many of the easily accessible remnant trees have died out. The remaining individuals are biodiversity hotspots but widely separated, with an estimated combined total of less than 150 trees. Valuable genetic diversity is being lost; the situation compounded by poor seed set and low viability.

Remaining trees are in remote locations and extremely difficult to access. Natural regeneration is suppressed by invasive species' impact. Limited genetic variability (through separation and consequent low cross pollination) is reducing the species' ability to adapt and/or survive change and threats.

Recent studies (Ashmoles 2004 & D. Pryce, current Buglife project) have shown that wild remnants support a rich yet rare invertebrate fauna, some uniquely adapted to specific tree species. Younger trees, planted over the last 20 years do not support the same level of invertebrate diversity.

The four tree species together with associated fauna & flora, 284 of which are endemic invertebrates, will be safeguarded and the invaluable water catchment service of the Cloud Forest improved.

**21. Methodology:** Describe the methods and approach you will use to achieve your intended outcomes and impact. Provide information on how you will undertake the work (materials and methods) and how you will manage the work (roles and responsibilities, project management tools etc). Give details of any innovative techniques or methods. (500 words max)

A survey team will initially access all the remnant wild trees of the four species. Many of these individuals persist only on steep or cliff sites and some rope access will be required. Each site (sometimes lone trees) will be assessed and recorded including the physical characteristics, species assemblage and tree health. Ecological data collected will inform future conservation work. Control of invasive species (using proven methods developed by TCS staff) in the immediate vicinity will be undertaken as necessary to promote survival of the trees.

All the remaining wild trees will be cloned. Air layers will be applied to the trees to allow the later safe removal of clonal material. Return visits will be made to monitor and collect the air layer propagations, check for seasonal variations in the habitat and collect ripe germplasm.

An innovative method that we are developing will be refined through the project to assess the health and conservation value of each site. Data collected, including information on key indicator species will be used to compare the relative health of the habitats. Data will be used to calculate the health and comparative worth of a site and for the first time allow conservation managers to prioritise action with confidence.

Rooted clones will be collected and grown on ex-situ, multiplied up and then planted out. Mixed plantings will be established that represent the entire gene pool of the species and improve access to trees for ongoing conservation. At least three separate planting areas (drawing on local experience based on past successes and failures) will be established in order to reduce the risk of failure from unforeseen pest and disease attack or other possible chance events. All individuals of each species will be represented in the

plantings in order that pollination between the complete genetic range of the remaining individuals is facilitated. Cross-pollination will improve seed set and vigour.

Germplasm will be collected and processed using existing protocols based on those developed by the Millennium Seed Bank. Priority use of this germplasm will be to establish a secure genetic bank of material from all sampled trees and to provide a working stock for nursery based seedling generation. Accessions will be lodged at MSB from any excess material available.

The project will be managed by the Terrestrial Conservation Section of the Environmental and Natural Resources Directorate which has a team dedicated to the ongoing maintenance and rehabilitation of the Peaks National Park. Additional technical collaboration will be sought from on-island specialists for ecological assessments and invertebrate identification.

The recent Darwin funded Rare Plant Census project run by Dr P. Lambdon is using remote sensing with a standardised repeatable method to estimate population numbers which will inform the IUCN red list but not physically visit the trees on vertical cliff sites. The proposed project will add detail to this census, provide an accurate count of these trees and provide the habitat and invertebrate information needed to inform management.

## 22. How does this project:

- a) Deliver against the priority issues identified in the assessment criteria
  - b) Demonstrate technical excellence in its delivery
  - c) Demonstrate a clear pathway to impact in the OT(s)
- (500 words max)

### a) Priority Issues

- the four keystone moist forest species will be saved and ongoing conservation efforts will benefit from genetic stock previously inaccessible. 48 % of total recorded invertebrate life on St Helena is locally restricted to the Peaks (localised endemics), many of these are totally dependent on single endemic tree species. Data will enable informed management.
- Directly contributing to articles 8, 9, 10, 13 and 15 of the **Convention on Biological Diversity** & the **Global Strategy for Plant Conservation Objective 1** (targets 2 & 3); **Objective 2** (targets 4,5,7,8 & 10); **Objective 5** (targets 15 &16).
- The project is a high priority for St Helena and delivers the tools for: **National Goal 3 of St Helena Sustainable Development Plan**, *'Effective management of the environment'*; **Principle 2 of SHG Land Development Control Plan**, *'Conserve and manage the natural ... heritage of the Island to benefit tourism and the Island community.'*; **SHG Environment Charter**, *'ensure the protection and restoration of key habitats, species and landscape features through...appropriate management structures and mechanisms.'* **and**, *'encourage teaching...to promote the value of (the natural) environment,'* **and commit to**, *'attempt the control and eradication of invasive species'* through development of the practical methodology that will inform the Peaks National Park action plan
- The National Environmental Management Plan requires evidence based management for long term effective conservation which this project will deliver via GIS mapping of the remnant trees and a habitat database.

### b) Technical Excellence

- Critical habitat data will enable confident management decisions and work prioritisation.
- This project has been meticulously planned with input from all stakeholders. The goals are ambitious yet straightforward and achievable with the experience and expertise available to the project on-island.
- The overseas stakeholders enthusiastically support this project and will be involved in steering group meetings to ensure targets are met and challenges are identified and addressed early on.

### c) Impact

- The Peaks team need genetically variable stock to improve current habitat restoration efforts. They will be involved in all parts of the project and benefit from identification training through Buglife. The project

will leave a legacy of sound methods for habitat focussed restoration work and the tools in the form of functioning seed-orchards.

- The Peaks team are already working on habitat restoration but lack access to the wild remnants and the resources required to acquire those trees and set up the much needed seed-orchards. The Peaks team can continue with restoration work as normal with all the benefits of gaining access to the whole genepool post project.

- St Helena has recently experienced prolonged drought and was wholly dependant on the mist interception and capture function of the Peaks Cloud Forest. The project will contribute to further restoration of this invaluable resource.

- The project will deliver a discrete element that is not possible within the constraints of our recurrent budget. The outputs of the project will allow more efficient management requiring fewer resources to run day to day restoration and nursery activities.

**23. Who are the stakeholders for this project and how have they been consulted (include local or host government support/engagement where relevant)? Briefly describe what support they will provide and how the project will engage with them. (250 words max)**

The Environment and Natural Resources Directorate is the main stakeholder in this project and is responsible for the management of St Helena's endemic species. It will actively support all aspects of the project through the Terrestrial Conservation Section of the Environmental Management Division. EMD will provide project management, conservation staff, financial control and reporting components.

Buglife have agreed to provide technical support and advice, as well as support and training to allow the identification of specimens and the analysis of data, this will occur through the 'Laying the foundations of invertebrate Conservation on St Helena' project.

RSPB have agreed to provide financial, technical and publicity support, providing co-funding, assisting with access to scientific literature, and working to disseminate the results of the project internationally so as to raise the profile of the plight of St Helena's severely threatened flora and fauna and thereby leverage further funds for their conservation from other sources.

The UKOTs section of the Royal Botanic Gardens, Kew, has offered advice and support with the horticultural element. The Millennium Seed-Bank will provide further support if required during post harvest handling and storage of seed.

**24. Institutional Capacity:** Describe the implementing organisation's capacity (and that of partner organisations where relevant) to deliver the project. (500 words max)

Within the Environment and Natural Resources Directorate of the St Helena Government there is extensive experience of project management, and through its Terrestrial Conservation Section (TCS) has been delivering conservation focussed projects and environmental commitments for over 15 years. The Directorate encourages cross sector partnership involvement in environmental projects. This brings benefits of wider engagement and additional capacity and is a model that has worked successfully in recent years.

Previous projects have provided management exposure for TCS staff allowing continuity and sustained capacity within the Directorate to manage environmental projects.

Lourens Malan the Terrestrial Conservation Officer will lead the project. He was the Horticultural Support Officer for the OTEP Critical Species Recovery Project 2008-2010 and co-authored Growing Guide for all St Helena's Endemic plant species. He has technical expertise in propagation, particularly St Helena endemics. He has also delivered successful OTEP projects on Tristan da Cunha.

TCS's critical species nursery has the specialist skills, facilities and capacity to produce seedlings of the

plants required for this project. The section houses the island's endemic seedbank and has over a decade's experience in the processing and long term storage of germplasm. The TCS staff will contribute specialised experience for invasive species control and endemic plant establishment in the field; their involvement will contribute to ensuring a successful handover at project end.

The project officer of the St Helena National Trust's Darwin Invertebrate project 'Laying the foundations of invertebrate Conservation on St Helena' will provide support and assistance in identification of invertebrates as necessary. The overlapping timeframes of these projects allows this crucial support to be provided.

## 25. Expected Outputs

Output ( <i>what will be achieved e.g. capacity building, action plan produced, alien species controlled</i> )	Indicators of success ( <i>how we will know if its been achieved e.g. number of people trained/ trees planted</i> )	Status before project/baseline data ( <i>what is the situation before the project starts?</i> )	Source of information ( <i>where will you obtain the information to demonstrate if the indicator has been achieved?</i> )
1. All wild trees accessed. Trees and habitat assessment made including suite of invertebrates present	Tree Locations geo-referenced, tree health and habitat assessments completed for each site	Last tree counts were made in 1996 but locations never recorded. Invertebrate species lists exist but no detail habitat information exists. No detailed habitat information available for the wild trees	EMD database compiled
2. Genetic material of rare Peaks trees collected, recorded and banked	Genetic material from all trees sampled will be collected and banked. All trees sampled will be cloned	Small number of the easily accessible trees currently used in restoration work, weakening genetic robustness of plantings.	Germplasm database; Nursery records
3. Clonal material propagated and planted in 'seed-orchards'	At least three locations identified, prepared and planted; first seed collected from planted clones by March 2016	No seed-orchards for these species	Photographic evidence; GIS mapping; planting and monitoring records; Germplasm database
4. Practical methodology developed to inform Peaks National Park action plan	Adoption of methodologies by National Conservation Areas management team	No action plan	Peaks National Park action plan;

## 26. Expected Outcomes: How will each of the outputs contribute to the overall outcome of the project? (100 words max)

1. Confident decisions can be made identifying priority biodiversity areas in need of specific management interventions delivering better value for money, using accessible detailed ecological data. Training in invertebrate identification/recognition will enable TCS staff to undertake future habitat assessments.
2. Loss of genetic variation within species halted through securing clonal material and banking seed for ex-situ safe keeping.
3. Robust, genetically variable stock will be available for future restoration plantings.
4. Management effected through delivery of pertinent information and methods, informing effective Peaks National Park action plan.

<b>27. Main Activities</b> Activities or tasks to be done to deliver the outputs. Include activities on open access information sharing and collaboration with other OTs	
Output 1	All old trees accessed and habitat assessment made including suite of invertebrates present
1.1	Survey to identify location of remaining isolated trees
1.2	Assess community composition of each site
1.3	Collect representative sample for invertebrate identification
Output 2	Genetic material of rare Peaks trees collected, recorded and banked
2.1	Collection, recording and banking of seed
2.2	Secure clonal material for propagation
Output 3	Clonal material propagated and planted in 'seed-orchards'
3.1	Propagation facility set up
3.2	Genetic material propagated
3.3	Sites prepared for planting
3.4	Seed-orchards planted up and labelled
3.5	Establishment rates assessed
Output 4	Practical methodology developed to inform Peaks National Park action plan
4.1	Field data collated and analysed
4.2	Produce protocols
4.3	Present completed protocols to NCA management team

<b>28. Risks</b>			
Description of the risk	Likelihood the event will happen (H/M/L)	Impact of the event on the project (H/M/L)	Steps the project will take to reduce or manage the risk
Change of Government Personnel	M	M	Certain Government Conservation staff members have experience and field knowledge that would greatly improve the project outcomes. Recruit Project personnel that have relevant knowledge & experience with proven track record on St Helena
Change of Project Personnel	L	L	Strong involvement from TCS staff from the outset will enable the section to operate autonomously once methods have been established
Propagation methods to secure clonal material not successful	L	H	Initial trials have identified most effective in-situ propagation methods. If for some unforeseen reason (weather etc.) results aren't favourable, cuttings will be rooted ex-situ in the Endemic Nursery.

**29. Sustainability:** How will the project ensure benefits are sustained after the project has come to a close? If the project requires ongoing maintenance or monitoring, who will do this? (200 words max)

Project will allow EMD Peaks Team to focus their work if the genetic diversity from the all the rare cloud forest tree species are consolidated in only three areas, allowing better access and more effective management.

Ongoing restoration activities will be more successful thanks to having a better genetic pool to work with. Increased restoration success together with reduction in effort to acquire seed stock will reduce the time spent on collecting activities.

Greater establishment successes are foreseen. Greater numbers of seedlings will allow higher planting densities on restoration which is shown to reduce invasive species maintenance costs.

Data will allow the production of a management plan/protocols which will inform and ensure ongoing good management practice for the species.

**30. Monitoring & Evaluation:** How will the project be monitored and who will be responsible? Will there be any independent assessment of progress and impact? When will this take place, and by whom? (250 words max)

The project will be managed by the Terrestrial Conservation Officer of the TCS who will be responsible for management of the field staff and quarterly reports. A stakeholder steering group will meet quarterly to assess progress and provide advice.

The UKOTs section at Royal Botanic Gardens, Kew, RSPB and Buglife UK are stakeholders in a number of projects on St Helena. They will be given the opportunity to evaluate the management plan and provide feedback. Any representatives of these organisations visiting during the project lifetime will be engaged to report on progress.

The Environmental Management Division of the St Helena Government has a remit to regulate and monitor environmental activities and will undertake independent monitoring of this project. Data collection and monitoring to be assessed by EMD database management.

The SHG auditing department will ensure high standards are maintained on annual basis.

The project manager will report back to the steering committee and Darwin Plus contact.

An independent steering committee utilising on and off-island expertise will advise and track progress on a quarterly basis.

The project completion report is after the project is over and is linked to the final payment.

**31. Financial controls:** Please demonstrate your capacity to manage the level of funds you are requesting. (Who is responsible for managing the funds? What experience do they have? What arrangements are in place for auditing expenditure?)

All project funding will be routed through the EMD accounts section which is subject to SHG accounting policies. All monies will be placed into a designated account and will have a designated financial officer to ensure funds are monitored. The Project Manager will manage the budget and ensure value for monies for purchased goods. An independent auditor will audit expenditure.

**Please complete the separate Excel spreadsheet which provides the Budget for this application. Some of the questions earlier and below refer to the information in this spreadsheet.**

**NB:** Please state all costs by financial year (1 April to 31 March) and in GBP. **Budgets submitted in other currencies will not be accepted.** Use current prices – and include anticipated inflation, as appropriate, up to 3% per annum. The Darwin Initiative cannot agree any increase in grants once awarded.

### 33. Value for Money

Please explain how you worked out your budget and how you will provide value for money through managing a cost effective and efficient project. You should also discuss any significant assumptions you have made when working out your budget.

(200 words max)

Project staff identified and supplied from current on-island pool thus larger proportion of funding will go directly to practical conservation activity than if off-island staff have to be employed.

Project designed to improve conservation status of four endemic trees simultaneously and timing should eliminate need for intensive single species recovery projects should species numbers decline further.

Costs of equipment, staffing, and consultation fees have been calculated based on comparable going rates on island. Much use will be made of capacity and resources established during recent recurrent and project-funded conservation work.

We anticipate the need for the use of specialists to consult on various stages of the project. Local guides with knowledge of the wild trees will be used to pin-point tree locations, otherwise virtually impossible to find. Invertebrate experts will be consulted where needed on certain taxonomic groups on which there is not sufficient local expertise. Cliff safety specialists will be used when needed to access those trees on cliffs or otherwise dangerous situations.

Provide a project implementation timetable that shows the key milestones in project activities. Complete the following table as appropriate to describe the intended workplan for your project (Q1 starting April 2014)

Activity	No of Months	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Output 1 All old trees accessed and habitat assessment made including suite of invertebrates present													
1.1 Survey to identify location of remaining isolated trees													
1.2 Assess community composition of each site													
1.3 Collect representative sample for invertebrates identification													
Output 2 Germplasm of rare Peaks trees secured													
2.1 Collection, recording and banking of seed													
2.2 Secure clonal material for propagation													
Output 3 Secured genetic material grown on and planted in 'seed-orchards'													
3.1 Propagation facility set up													
3.2 Clonal material propagated													
3.3 Sites prepared for planting													
3.4 Seed-orchards planted up and labelled													
3.5 Establishment rates assessed													
Output 4 Practical methodology developed to inform NCA management plan activities													
4.1 Field data collated and analysed													
4.2 Produce protocols													
4.3 Present completed protocols to NCA management team													

**CERTIFICATION**

On behalf of the

**St Helena Government**

I apply for a grant of **£98,380** in respect of **all expenditure** to be incurred during the lifetime of this project based on the activities and dates specified in the above application.

I certify that, to the best of our knowledge and belief, the statements made by us in this application are true and the information provided is correct. I am aware that this application form will form the basis of the project schedule should this application be successful. *(This form should be signed by an individual authorised by the lead institution to submit applications and sign contracts on their behalf.)*

**I enclose CVs for project principals and letters of support. Our most recent audited/independently verified accounts and annual report are also enclosed/can be found at (delete as appropriate):**

<b>Name (block capitals)</b>	LOURENS MALAN
<b>Position in the organisation</b>	Terrestrial Conservation Officer

**Signed**

*W. Malan*

**Date:**

23 September 2013

## Application Checklist for submission

	Check
Have you <b>read the Guidance Notes</b> ?	x
Have you <b>checked the Darwin Plus website</b> immediately prior to submission to ensure there are no late updates?	x
Have you provided <b>actual start and end dates</b> for your project?	x
Have you provided your <b>budget based on UK government financial years</b> i.e. 1 April – 31 March and in GBP?	x
Have you checked that your <b>budget is complete</b> , correctly adds up and that you have included the correct final total on the top page of the application?	x
Has your application been <b>signed by a suitably authorised individual</b> ? (clear electronic or scanned signatures are acceptable in the email)	x
Have you included a <b>1 page CV for all the principals</b> ?	x
Have you included a <b>letter of support from the <u>main</u> partner(s) organisations</b> ?	x
Have you included a <b>copy of the last 2 years' annual report and accounts</b> for the lead organisation? An electronic link to a website is acceptable.	x

Once you have answered the questions above, please submit the application, not later than midnight GMT at the end of Monday 23 September 2013 to [Darwin-Applications@ltsi.co.uk](mailto:Darwin-Applications@ltsi.co.uk) using the first few words of the project title **as the subject of your email**. If you are e-mailing supporting documentation separately please include in the subject line an indication of the number of e-mails you are sending (e.g. whether the e-mail is 1 of 2, 2 of 3 etc). You are not required to send a hard copy.

DATA PROTECTION ACT 1998: Applicants for grant funding must agree to any disclosure or exchange of information supplied on the application form (including the content of a declaration or undertaking) which the Department considers necessary for the administration, evaluation, monitoring and publicising of Darwin Plus. Application form data will also be held by contractors dealing with Darwin Plus monitoring and evaluation. It is the responsibility of applicants to ensure that personal data can be supplied to the Department for the uses described in this paragraph. A completed application form will be taken as an agreement by the applicant and the grant/award recipient also to the following:- putting certain details (i.e. name, contact details and location of project work) on the Darwin Initiative and Defra/FCO/DFID websites (details relating to financial awards will not be put on the websites if requested in writing by the grant/award recipient); using personal data for the Darwin Initiative postal circulation list; and sending data to Governor's Offices outside the UK, including posts outside the European Economic Area. Confidential information relating to the project or its results and any personal data may be released on request, including under the Environmental Information Regulations, the code of Practice on Access to Government Information and the Freedom of Information Act 2000.